



MD Program

Extension to Clerkship Policy

Curricular Component: Policy #CC-19 v4

Supersedes: #CC-19 v3

Approved by Curriculum Committee: October 12, 2023, June 9, 2025

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Approved by SOMAC: pending

Approved by Faculty Board: August 15, 2025

Effective Date: August 4, 2025

1.0 Definition

1.1 An Extension to Clerkship is additional optional clerkship opportunities for a student who has completed all curricular requirements for completion of the MD degree program but has not yet graduated.

2.0 Purpose

2.1 The purpose of an Extension to Clerkship is to enhance a student's clerkship experience to facilitate the opportunity to match to a postgraduate residency program.

2.2 An Extension to Clerkship is intended to support students who have made reasonable attempts to engage in the matching process in good faith. The principles reflect our goal to achieve the balance between support and adherence to the principles of the CaRMS process in Canada.

3.0 Eligibility

3.1 Participation in an Extension to Clerkship will only be available for students who have fulfilled graduation requirements but have not matched.

4.0 Application Procedures

4.1 Availability of an Extension to Clerkship is at the sole discretion of the MD Program, and approved by the Associate Dean, MD Program

4.2 Students who wish to participate in an Extension to Clerkship must have the support of a Career Advisor.

- 4.3 Students will enroll in the MEDS 500 course.
- 4.4 Students who are participating in an Extension to Clerkship will not have graduated from the MD Program prior to completion of MEDS 500.
- 4.5 Students must submit a detailed academic plan to the MEDS 500 Course Director (Director Enhanced Clinical Experiences) for approval. This plan will outline electives, including desired placement dates and learning objectives, as well as any other academic activities. The development of this academic plan will be supported by a Career Advisor.
- 4.6 Students will not participate in any activities in the academic plan until it is approved by the Director of Enhanced Clinical Experiences.
- 4.7 Once an academic plan is approved, any changes will require further approval by the MEDS 500 Course Director.

5.0 Extension to Clerkship Requirements

- 5.1 Students will maintain registration at Queen's University to ensure appropriate insurance coverage at all times.
- 5.2 All the rules, regulations, policies, and practices of the University, Queen's Health Sciences and the MD program will continue to apply during the period of registration.
- 5.3 Students will pay tuition, if necessary, and as determined by the University Registrar, during the term of the Extension to Clerkship. Tuition is applied during each of the Fall and Winter Terms.
- 5.4 Students will apply to be eligible to graduate from the MD Program no later than the deadline for the Spring (usually May) convocation in the academic calendar year after the beginning of the Extension. No further extensions or renewal of an Extension to Clerkship will be granted.
- 5.5 The Extension to Clerkship will consist of up to 20 weeks of additional clinical or research elective activity intended to both further clinical training and enhance chances of a successful match to a residency program. Electives must be arranged by the student in accordance with the Electives Policy and Procedure.
- 5.6 Electives must be in accordance with the MD Program Electives Policy, as noted below:

- 5.6.1 Electives must be a minimum of 2 weeks in duration;
- 5.6.2 Up to 8 weeks of the elective time may be spent in one discipline;
- 5.6.3 The remaining elective time must be spent in at least 2 other disciplines.
- 5.6.4 No more than 12 weeks of elective time may be spent in away electives.
- 5.7 Electives will be registered with the MD program in the same manner as they are during the Clerkship phase of the MD Program.
- 5.8 Assessment during the Extension to Clerkship will be in the same manner as Electives in the Clerkship phase of the MD Program.
- 5.9 The implications of an incomplete, unsatisfactory or Fail assessment or grade of an elective during the Extension to Clerkship will be the same as in the Clerkship phase of the MD Program. Consequences are as outlined in the Student Progress and Promotions Policy and may include, but are not limited to, meeting with the Academic Performance Advisory Group, being asked to remediate, being given a Fail grade, or being asked to leave the MD Program.
- 5.10 Students who voluntarily withdraw from the Extension to Clerkship prior to completion will be subject to the University's regulations and deadlines for dropping courses.
- 5.11 Student transcripts will show additional Medical Electives course (MEDS 500) in each university term in which students participate in the Extension to Clerkship.
- 5.12 Students will continue to engage in a reflective process with respect to career decision-making with Career Advisors from Student Affairs.
- 5.13 Student Affairs will provide students with access to its services for the duration of the Extension to Clerkship including Wellness, Careers and Academic Advisors.

6.0 **Oversight**

- 6.1 The Academic Performance Advisory Group will oversee the individual student's progress during the Extension to Clerkship as it does for students in all years of the MD Program.